

Nontraditional Student Services						
Multiple indexes						
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Student Fee allocations

	16-17 Actual	17-18 Actual	18-19 Budget	19-20 Proposal	19-20 Difference	% 19-20 Difference
Base amount	\$ 294,152	\$ 298,062	\$ 315,011	\$ 322,902	\$ 7,891	3%
61000 - Salary	\$ 160,936	\$ 136,713	\$ 139,580	\$ 145,999	\$ 6,419	5%
62000 - Wages	\$ 41,923	\$ 25,473	\$ 39,224	\$ 39,224	\$ 0	0%
63000 - Benefits	\$ 60,552	\$ 64,887	\$ 66,744	\$ 68,216	\$ 1,471	2%
71000 - Current Expense	\$ 26,741	\$ 66,989	\$ 65,463	\$ 65,463	\$ 0	0%
75000 - Travel	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0%
76000 - Scholarships	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
77000 - Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Expense	\$ 294,152	\$ 298,062	\$ 315,011	\$ 322,902	\$ 7,891	3%
One time request				\$ -	\$ -	N/A
Total Request	\$ 294,152	\$ 298,062	\$ 315,011	\$ 322,902	\$ 7,891	3%
Carry Forward	\$ (2,603)	\$ 4,519	\$ 40,888	\$ 5,888	\$ (35,000)	-86%

Notes, including any one-time request(s):

STUDENT FEE RECOMMENDATION COMMITTEE FEE REQUEST QUESTIONNAIRE FOR 2019-2020

Department or Program Name: Nontraditional Student Center

Name & E-Mail: Debbie Cragun dcragun1@weber.edu

Phone: 801-626-6077 Location: SU 322

Return Fee Request (this Questionnaire and the attached Spreadsheet) via email by Wednesday, December 5, 2018, at 4 pm to Jennifer Brustad at jenniferbrustad@weber.edu.

Note: All Student Affairs units must review fee requests with their SAMC representatives prior to submission.

Please respond to all of the following questions in a brief and concise manner (do not exceed 5 pages for questions 1-5).

1. What is your overall mission? The Nontraditional Student Center is dedicated to fostering a supportive environment to empower nontraditional students (over 25, a spouse or committed partner, divorced, widowed, and/or have children) to navigate barriers and challenges, access resources for academic and personal growth, and develop leadership skills for success beyond the classroom.

2. What do students gain from participating in your program/facility that contributes to the success of a student's educational experience at Weber State?

Students gain connections, support, and guidance by participating in our program. Students who utilize our programs and services are retained at a higher rate and graduate faster than the compared cohort at WSU. The following are programs and services offered in the center that support this outcome.

- 1) The Nontrad Center provides support for their educational experience by providing an engaging environment with peers, academic support and resources, and transitional support for financial, academic and personal needs. In addition, we reach out to new students at orientation and connect them through our Pre-College Boot Camp, Advisor and a Peer Mentor. We track all our students each semester and help them reenroll and navigate barriers to ensure their continued enrollment and success at the university.

There are two centers for students to visit. There is a center at the Ogden Campus located in Shepherd Union Building, Room 322 and one at the Davis Campus, Building 2, Room 307. The Ogden center has an Hourly Childcare Center that operates during the daytime and evening, and lockers, and both centers have a study lounge, kitchen area, computer

lab, Advisor and Peer Mentors. The computer lab is a place students can come and work in study groups, eat their lunch while studying, and have assistance on the computers from our staff. The kitchen is also part of the space and students can put their meals in the fridge and freezer for the week while enjoying the hot drinks available daily. The Davis Campus location provides all of the same services as our Ogden location, with the exception of a flexible hourly childcare center.

- 2) The center provides an Advisor and Peer Mentors at both the Ogden and Davis Campus to provide support to students both personally and academically. Students visit the center to receive guidance on time management, family management, counseling resources, financial accessibility, academic planning, and peer connection. The Peer Mentors provide assistance with FAFSA, registering for classes, navigating Canvas, and attaining resources both on campus and in the community.
- 3) One of the challenges for student parents is finding affordable and flexible care while they are attending class and other events on campus. Our Hourly Childcare Center provides parents a safe and nurturing environment for their children (ages 2-9 years old) so they can focus on their education. Childcare access can be difficult when a student only needs a few hours. The center on campus allows for students to attend part-time, or full-time, without paying for an entire day, which is required at most childcare centers in the community, including the Melba S. Lehner Children's School, located in the Education building.

Because our entire department is funded by Student Fees, the direct focus and mission of our center is on the nontraditional student population at WSU. We are driven to help students complete their education without barriers and frustrations that will impact their continued education. The experiences the nontrad students have in our center impact them personally as well as academically, and many students say they don't know if they would have been able to continue if it wasn't for our support.

3. Describe, in general, the evaluation process that your program/facility uses to assess your ability to meet your mission.

The Nontraditional Student Center evaluates our programs through satisfaction surveys, tracking of usage in our center, and data collection on retention and graduation rates. Over several years there has been data collected on retention and graduation rates of the students who visit the Nontrad Center compared to other nontraditional students (over 25 only) and continued results are reported the students visiting our center 3 times or more have a higher rate and also have higher GPA's than compared populations. Also evaluation results indicate positive feedback on center, programs and staff interactions.

The Director currently serves on a USHE committee for adult learners under the College Access Network for Universities. The committee is reviewing policies across the state that impact adult learners' progress and completion as well as challenges and missing resources for the universities in the state. The recommendations and discussions will be passed on to state legislatures and could ultimately have a pivotal impact on our nontraditional students at WSU.

The committee task and projects are providing correlations and comparable experiences about the nontraditional student population in our state and as a result providing further guidance on working with our students.

4. State any increases you received from student fees for 2018-19 (if any), and explain how the increases were/will be used.

The Nontrad Center received \$15,028 in base funding and \$4,500 in one-time funding. The one-time funding matched funds for the Hourly Childcare Center bathroom to be modified to meet the needs of the toddlers using this facility. The base funding is being used for Davis Campus hourly staff and Peer Mentors at Ogden Campus. There are a few students who are not eligible for 50/50 program funding or work-study funding, and this funding has supported us to have more student employees and extend our hours at the Ogden and Davis Campus. Without these funds we would not have had evening hours at Ogden Campus or longer hours covered at Davis Campus. We also have a few Peer Mentors who are exceptional but would not have been able to continue to work for us if we did not have this funding due to them being ineligible for the other funding.

5. Describe any increases you are requesting from student fees for 2019-20 and explain your justification for the request. Each requested increase must be listed and described in your narrative (e.g., compensation, new positions, wage increases, travel, new programmatic initiatives, etc.). Any increase described in your narrative must be itemized on your budget spreadsheet (see question 6 below).

From 1999 – 2015 the Nontrad Center had a three-quarter time Administrative Support position (30 hours per week) and the Women's Center had a part-time administrative position (20 hours per week). When areas of the Women's Center shifted to focus on advocacy, Safe at Weber, and violence prevention, the administration recommended the two areas have one Administrative Specialist for both areas. In January 2016, the Nontraditional Student Center Administrative Specialist position was combined with the Women's Center position to create a full-time position. The Administrative Specialist position was funded 50% by the Women's Center.

In Spring 2019, the Women's Center will co-locate with the LGBTQ Resource, and therefore, the 50% funding from the Women's Center for the administrative position will be separated. Veteran's Services will be moving into the previous Women's Center space. In order to retain our Administrative Specialist at full-time, we need to request the 50% funding the Women's Center was covering. **We are requesting 25% of this funding (\$6419 salary/ \$1472 benefits = \$7891)** and Veteran Services will be requesting the other 25%.

With this additional funding for the Nontrad Center, it would allow us to move the position back to the original configuration and relieve the strain there has been on the Administrative Specialist. Many areas have been shifted to the other professional staff over the past two years due to the minimal time the Administrative Specialist has had to support the Nontrad Center. It has been difficult for all staff to meet their responsibilities in the areas of budget, assessment, student appointments, facilities, applications, scholarships, computer lab management, childcare and Davis Campus needs. It is critical that this

funding be in place to support the needs of the center and provide the highest quality of services to our students. Without this funding many of the responsibilities would be shifted to the other professional staff and this would then impact their duties and performance in their positions.

Thank you for considering our request and we look forward to meeting with you.

6. Complete the attached spreadsheet outlining your overall budget and any requested increase. Each requested increase described in your narrative (see question 5 above) should correspond to the line items in the spreadsheet column "19-20 Change."

If you have any questions, please contact Jennifer Brustad at 626-8904, jenniferbrustad@weber.edu; Dave Taylor at 626-6737, dtaylor@weber.edu; Daniel Kilcrease at 626-6008, dkilcrease@weber.edu; or Brett Perozzi at 626-6008, brettperozzi@weber.edu.